

~~CONFIDENTIAL~~**ROUTING AND RECORD SHEET**

SUBJECT: (Optional)

Staff Minutes

FROM:

Policy Branch
Office of Security

EXTENSION

NO.

DATE

8 Sept 1986

TO: (Officer designation, room number, and building)

DATE

OFFICER'S INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

RECEIVED FORWARDED

1.

C/PPS

seen

2.

3.

EO/OS

*9/8**9/8 mlt*

4.

Phil B.

5.

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11.

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14. Regrade to Unclassified When
Separated from Confidential
Attachment

15.

FORM
1-79**610**USE PREVIOUS
EDITIONS~~CONFIDENTIAL~~

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8 September 1986

1. Automation of Personnel Security Clearance Process

On 4 September, D/S met with representatives of OIT and agreed to the formulation of a seven member fact-finding group comprised of two representatives each from OS and OIT, as well as three contractors. This group is being tasked to identify a resource base and establish a "game plan" for enhancement of OS automation efforts in the clearance process. The group will meet with various OS components beginning in early October and report its findings to D/S in February 1987.

2. Building/Space Overview

25X1 The DDA has announced a goal to reduce the number of Agency buildings in the Washington metropolitan area from the present 25, to 8 in the 1988-89 targeted time frame. Although specifics are not clear at this time, possible options involving OS include the establishment of a Central Processing Center at [] PTS moving [], and the relocation of PS to the New Headquarters Building.

3. D/S to Meet with DDCI

25X1 [] will meet with the DDCI on 10 September to discuss the progress and changes resulting from the OS reorganization. The DDCI is also expected to focus attention on the OS involvement and achievements in the overall Agency recruitment process.

25X1

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4. Senior Managers to Discuss Staffing Requirements

25X1 [] will participate in senior level management
25X1 discussions [] in response to a request from the DCI to
enhance the Agency's recruitment efforts. These discussions
will center on overall recruitment and staffing requirements
during the next several years and are a follow-up to previously
held meetings which dealt with specific personnel needs of the
DDO.

5. PS Research and Analysis Staff Established

25X1 The DD/PS announced that [] has reported for
duty in the recently established position of Chief, Research
and Analysis Staff.

25X1 []

7. Intelligence Commendation Medal []

25X1 [] has received the Intelligence Commendation
25X1 Medal

8. Quality Step Increase []

25X1 [] has received a Quality Step Increase in
recognition of his sustained superior performance while
assigned as Chief, Engineering Support Branch/TSG/PTS.

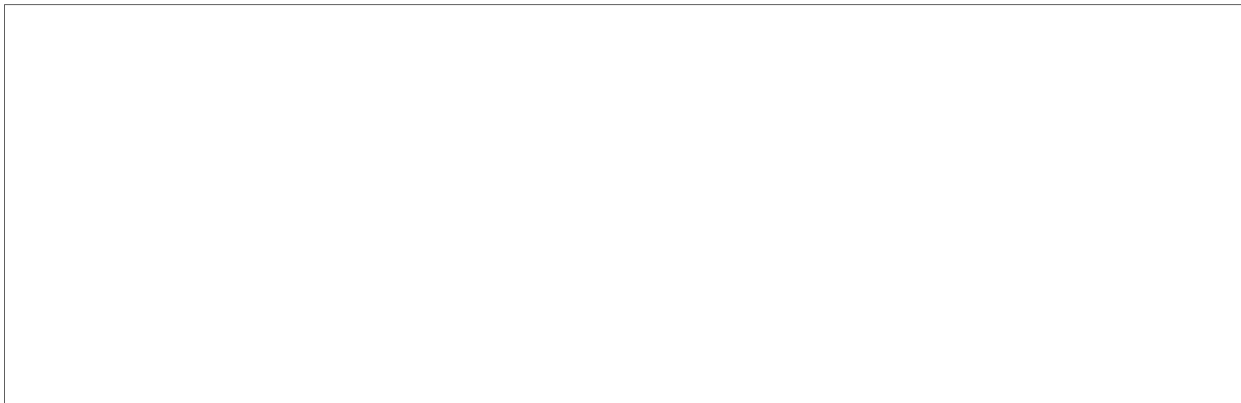
25X1 [] has received a Quality Step Increase in
recognition of his sustained superior performance while
assigned as Chief, Escort Section/HSD/PSG/PTS.

25X1 []

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25X1



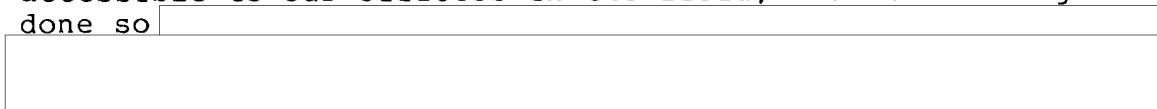
25X1

14. Position Available

From time to time the Office of Security is advised of employment opportunities in private industry and this data is normally posted on a bulletin board in our Personnel Management Staff as being of possible interest to individuals eligible for or thinking of retirement. The suggestion has been made that this information be made accessible to our officers in the field, and it is being done so

25X1

25X1



Director of Security position for PSC, Inc., Vienna, VA. This individual is responsible for all matters pertaining to security for PSC, Inc., (150-employee organization). This includes all administrative, procedural, physical, personnel, computer, communications, technical, environmental, and emanations security for all PSC, Inc., contractual work and internal security programs. Salary range: \$40,000 - \$55,000 (negotiable). Contact Seymour Kotler, (301) 359-9300.

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